

Volunteer Job Description: Transport Volunteer for Spay and Neuter Surgeries

Position Title:

Transport Volunteer (Spay and Neuter Surgeries)

Location:

ASTRO Foundation Adoption Center: 157 N. 5th Ave., Oakdale, CA.

Reports to:

Administrative Coordinator, Georgina Retelas

Position Summary:

The Transport Volunteer plays a critical role in ensuring that cats and dogs at the ASTRO Foundation receive timely spay and neuter surgeries. Volunteers will transport animals to and from designated veterinary clinics or partner facilities. This position helps maintain the health and well-being of the animals and supports the rescue's mission of population control and responsible pet ownership.

Key Responsibilities:

- Safely transport cats and/or dogs from ASTRO Foundation to veterinary clinics for scheduled spay and neuter surgeries.
 - Coordinate with the ASTRO's Administrative Coordinator to confirm the details of the transport schedule, including times and locations.
 - Ensure all animals are securely crated or properly restrained during transport.
 - Deliver animals to the clinic at the specified appointment time and return them to the rescue after surgery, following post-surgical instructions.
 - Communicate with clinic staff to confirm post-surgery care instructions and provide them to the rescue or foster caregivers.
 - Provide timely updates to the Administrative Coordinator regarding the status of transport (arrival, delays, issues).
 - Maintain the cleanliness of transport vehicles, ensuring crates are clean after each transport.
 - Report any medical or behavioral concerns observed during transport to rescue staff.
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Qualifications:

- **Valid Driver's License:** Must hold a valid driver's license and have a good driving record.

- **Reliable Transportation:** Own a reliable, insured vehicle suitable for safely transporting cats and dogs.
 - **Animal Handling Skills:** Comfortable handling and transporting animals in a calm and safe manner, including knowledge of how to secure animals in crates or harnesses.
 - **Communication Skills:** Ability to communicate effectively with rescue staff, veterinary staff, and foster caregivers.
 - **Time Management:** Punctuality and reliability are critical, as timely arrival for surgery appointments is essential.
 - **Physical Capability:** Able to lift and carry animals in crates weighing up to 30 lbs.
 - **Commitment to Safety:** Adhere to all safety protocols, including keeping animals secure in the vehicle, minimizing stress, and following post-surgery care guidelines.
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Training and Support:

- **Animal Handling:** Training will be provided on how to properly handle cats and dogs during transport.
 - **Safety Protocols:** Guidance on safely transporting animals, understanding spay/neuter surgery procedures, and responding to emergencies during transport.
 - **Orientation:** General volunteer orientation will cover the ASTRO's mission, policies, and standard operating procedures.
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Time Commitment:

- Availability during weekdays, especially mornings and afternoons, for surgery drop-offs and pick-ups.
 - Commitment to at least one transport shift per week (or as agreed upon).
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Benefits:

- Help make a direct impact on animal welfare by supporting the spay and neuter program.
 - Develop hands-on experience working with animals in a rescue setting.
 - Build connections with like-minded animal lovers and contribute to ASTRO's lifesaving mission.
 - Mileage reimbursement if desired.
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How to Apply:

Interested volunteers should complete the volunteer interest form available at www.astrofoundation.org/volunteer or contact our Administrative Coordinator, Georgina, at info@astrofoundation.org / (209) 604-2649 for more information.

The ASTRO Foundation is an equal opportunity volunteer organization and welcomes volunteers of all backgrounds to apply.